

**At a glance...**  
**Finance and Administration Cabinet**  
**Strategic Objectives, Services, and Contacts**



**Strategic Objectives and Initiatives**

- Facility Management Reform
- Information Technology and Legacy System Reform
- Procurement Readiness
- Tax System Modernization
- Minority and Women Owned Business Enterprise Certification
- OneStop.ky.gov Business Registration Portal
- Service Disabled Veteran Owned Small Business Certification
- TaxAnswers.ky.gov to assist taxpayers
- Tipline.ky.gov for fraudulent/unethical behavior
- Transparency.ky.gov

**Services**

- ADA Compliance
- Affirmative Action and EEO
- Agency Reviews/Audits
- Contract Compliance
- Energy and Efficiency Audits
- Facility and Construction Management
- Fleet Management
- Guardian Ad Litem Payments
- Historic Properties
- Information Technology Services
- Inspector General
- Insurance and Risk Management
- Local Government Services
- Postal Services
- Procurement
- Procurement Training for Executive Branch
- Protest Resolution
- State Investments and Debt Management
- State Planroom and Construction
- Statewide Accounting and eMARs
- Surplus Property
- Tax Revenue Collections
- Taxpayer Assistance and Ombudsman

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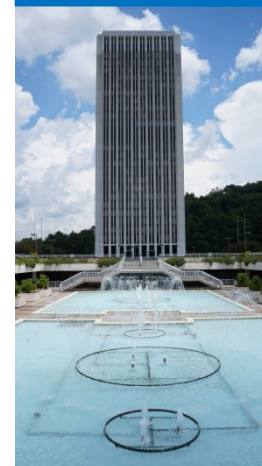
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**TRANSFORMATION**



If I could sum up in one word the overarching theme for the Finance and Administration Cabinet this year, it is TRANSFORMATION!

On many fronts the cabinet has been the catalyst for change whether it be technology resources, property transactions, vendor relationships, fleet management, financial reporting, or other services.

I am proud of the work our staff does. They have committed themselves to making or being involved in projects that will cause change, affect business processes, or impact the citizens of Kentucky. While the Finance and Administration Cabinet primarily supports other state agencies so they can focus on services for their customers, we also touch almost every person or business in the state through the Department of Revenue's tax collection efforts.

Please take a few minutes to review some of the transformational impacts the Finance and Administration Cabinet has made and is making along with useful resources for citizens and local governments. I believe you will find it interesting and informative.

**William M. Landrum III**  
 Secretary  
 Finance and Administration Cabinet

On March 11, dramatic and transformational change came to downtown Frankfort's skyline with the implosion of the Capital Plaza Tower. In addition to the tower, the convention center and shops were taken down. After the failed concrete-desert Capital Plaza urban renewal project from the late 1960s and early 1970s, the state and Frankfort have the opportunity to redevelop and shape the area for the next 50 to 100 years.

Where the tower once stood will be a new 385,000 square foot, five-story, LEED Silver state office building for approximately 1500 state employees. A new 1,200 space parking structure is also part of the project. A joint venture between CRM Companies and D.W. Wilburn won the contract to construct the new structures, which are scheduled for completion in mid-2019.

The Cabinet plans to return back to the tax rolls the 6.4 acre parcel of land where the convention center and shops once stood. The intent is for the local community to decide on a

**Capital Plaza Redevelopment Project**



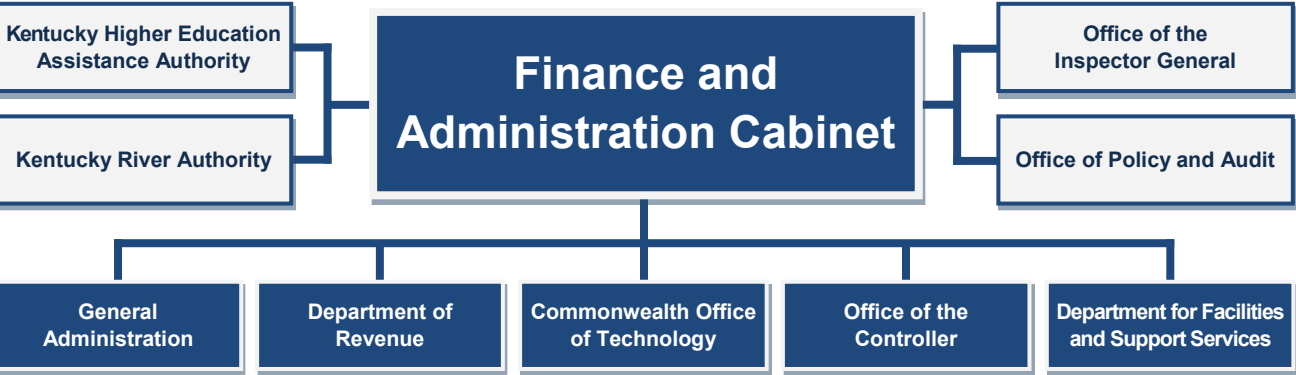
Rendering of new office building

plan for redevelopment based on input from local residents. The land would then be conveyed to a private developer to execute the community's vision.

This is truly an opportunity of a lifetime for Frankfort to embrace purposeful change and shape its own destiny for generations to come.



The Finance and Administration Cabinet (FAC) is comprised of five main organizational units and several administratively attached agencies. It is the primary support agency for state government. The cabinet's key responsibilities include finance and accounting operations, procuring goods and services, administering tax and fee collections, managing IT infrastructure, maintaining state buildings, and issuing and managing the state's debt. In short, the cabinet affects almost every citizen and business in the Commonwealth.



## FAC Secretary Statutory Obligations

### Interpretation

- Questions on meaning of items in an Executive Branch Budget Bill shall be decided by FAC secretary (KRS 48.500)
- Decision shall be final and conclusive

### Purchasing

- Approves all contracts/master agreements in procurement process (Model Procurement Code KRS 45A)
- Determines small purchase authority for state agencies
- Authority to approve a contract that has been 'reviewed with objection' by the Government Contract Review Committee

### Protests

- Authority to determine protests of solicitations or contracts by prospective bidders/offerors (KRS 45A.285)
- Determination is final and conclusive

### Land & Facilities

- Real estate leases – FAC secretary signs off on every single property lease except highway R-O-W acquisition (KRS 45A.045)

### Bonds

- Office of Financial Management issues all bonds (KRS 45A.190)
- FAC secretary must sign off on all issuance requests

### Executive Branch Audit Authority

- Approves Office of Policy and Audit (OPA) to conduct Finance and Administration Cabinet internal audits, investigations, or management reviews (KRS 42.012)
- OPA shall have access to all information of agency being reviewed
- Upon special request, OPA may conduct audits related to other cabinets

### Investigations

- Enforcement (KRS 45.131 & KRS 45.142)
- Access to information across executive branch
- Issue subpoenas and compel attendance of witnesses
- Failure to comply may result in a person being found guilty of contempt of court

## Resources for Local Governments



### Office of Policy and Audit

- Administers **TipLine.ky.gov**
- Allows individuals to report fraudulent activity of state or local government employees/officials

### Division of Surplus Property

- Administers **Federal Surplus Personal Property Program** only available to governmental agencies or certain non-profits
- Through federal program, DSP can transfer equipment to government agencies at minimal cost
- Disposes surplus property through auctions, sealed bids, online sales
- Local governments can purchase items at anytime



### Office of Procurement Services

- Central buying agency for Executive Branch
- Adheres to KRS 45A-Kentucky Model Procurement Code
- Local governments can take advantage of goods/services on a master agreement

### OneStop.ky.gov Business Portal

- Allows businesses to register online with the Department of Revenue and Secretary of State
- Certain professional and business licenses can be renewed online
- Certain taxes such as sales and use tax can be filed/paid online



### TAXPAYER OMBUDSMAN

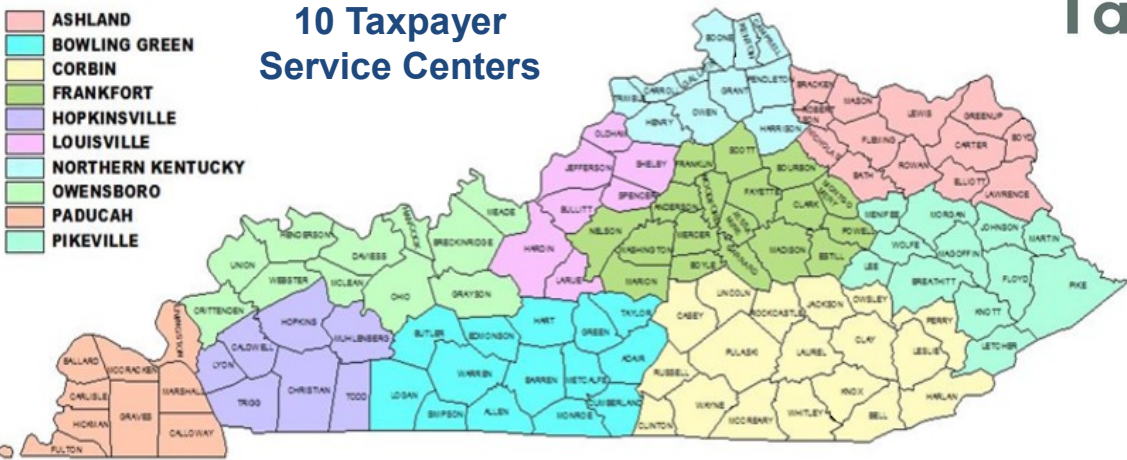
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### Department of Revenue

- Supports all 120 county PVAs
- Operates 10 Taxpayer Service Centers throughout the state
- Developed **TaxAnswers.ky.gov** to assist citizens and businesses with 2018 tax law changes
- Provides an ombudsman to assist taxpayers



### 10 Taxpayer Service Centers



TaxAnswers.ky.gov



REVENUE.KY.GOV